



Chicago Metropolitan Agency for Planning

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MEMORANDUM

To: UWP Committee

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: September 22, 2021

Re: FY 2023 New UWP Competitive Program

During the planning of the FY2022 budget process, the UWP Committee voted to recess the FY2022 UWP Competitive program to explore opportunities to enhance in light of the declining UWP competitive funding and to reduce the average length of time projects take.

The committee held 4 meetings between February and May 2021 to discuss how to reduce barriers to project starts, strategic funding for projects, measuring project performance, and selection and evaluation criteria. Based on those discussions, CMAP staff developed recommendations for the Committee. On September 22, 2021, the UWP Committee approved a new FY2023 UWP Competitive program and process as outlined below:

- UWP Competitive proposals submitted should include fully developed and approved scope of work with no material modifications after vendor selection that would impact the project timeline. Material modifications or changes would include changes to the focus area(s), nature of the scope of work to be performed, and final deliverables proposed in the awarded competitive proposal. Vendor recommended enhancements such as project approach, stakeholder engagement strategy, project tools and analysis, critical tasks and the sequences of tasks to completing the project, and deliverables produced that enhance the final deliverables are not considered material modifications.
- Project proposals should also include the procurement timeline as part of the full proposal project plan. Factoring into the proposal the procurement timeline provides the full project timeline from start to end and confirms that the project can be completed within the 3-year grant award period.
- Agencies can enter into a Memorandum of Understanding (MOU) or other form of an agreement with CMAP for the purpose of securing a funding commitment to start the

procurement process prior to the execution of an IDOT agreement and sub-recipient agreement with CMAP. Agencies can indicate this option as part of their competitive proposal submission with their proposed procurement and project timeline.

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- The UWP Committee will determine the annual cap for competitive projects based on available funding.
- The committee will also work to align the Call for Projects to better leverage and align resources available through IDOT's SPR Call for Projects process and coordinate with IDOT to determine eligibility for projects not selected for the competitive program.
- The program funding will shift from five-year agreements to three-year agreements.
- UWP Competitive projects should be monitored at a minimum quarterly by the UWP Committee utilizing the Full Project Plan Approach. The UWP Committee will meet to discuss the performance on projects and provide monitoring oversight. These meetings will be conducted to discuss project challenges that maybe impacting timeline, budget or milestones/deliverables, and provide guidance for quarterly BOBs reports and to provide the Committee with general updates on project performance.
- Full project plans at a minimum should track actual against projected budgets, timeline (plus rebased timelines), and milestones/deliverables.
- Updated plans should be submitted to CMAP staff quarterly for review and to support completion of BOBs reporting.
- Committee utilize a performance evaluation tool similar to CMAP's Transportation Improvement Program (TIP) process, which awards a range of points to specific evaluation criteria for a total score. Projects are awarded based on total scores (see table below).
- Committee will use the evaluation criteria indicated in the table below to select and award projects.
- Available UWP competitive funding will determine how many projects can be awarded in a fiscal year. The UWP Committee will determine the annual cap for competitive projects based on available funding.
- FHWA advised that projects that should be funded under an agency's general operations budgets as core MPO activities, can't be submitted for evaluation under the UWP Competitive program. Under the new competitive programs, these projects can no longer be considered.

- Proposals submitted with project plans that exceed 3 years will be deemed ineligible for competitive funding.

Evaluation Criteria	Range of Points	Points	Total
Aligns with ON TO 2050 Recommendations	(1, 5, 10)		
Project Readiness and Completeness of Proposal	(5, 10)		
Regional Impact	(1, 5, 10)		
Aligns with the State’s Long Range Transportation Plan	(1, 5, 10)		
Benefits Disadvantaged/Economically Disconnected Communities as defined by ON TO 2050	(1, 5, 10)		

Evaluation Ratings Key:

- 1 - Rating – Proposal did not meet the requirements of the evaluation criteria
- 5 - Rating – Proposal met the requirements of the evaluation criteria
- 10 - Rating – Proposal exceeded the requirements of the evaluation criteria

Proposal Evaluation Criteria Key:

Aligns with ON TO 2050 Recommendations – To meet this evaluation criteria, proposals must align project scope of work with one of the five planning areas identified by the UWP Committee in 2018: Planning Work toward Implementation of ON TO 2050 Regionally Significant Projects, Including Supportive Land Use; Local Technical Assistance and the Formation of Collaborative Planning Efforts; Modernization of the Public Transit System; Harnessing Technology to Improve Travel and Anticipating Future Impacts; and Leveraging the Transportation System to Promote Inclusive Growth. Proposals that exceed in this criteria demonstrate an alignment with multiple planning areas. Proposals that fail to align with any of the five planning areas are rated as not meeting the requirements.

Project Readiness and Completeness of Proposal – To meet this evaluation criteria, proposals must present a full project plan that includes the components of procurement, planning, implementation and completion all occurring within the 3-year grant award period. Proposals that exceed in this criteria demonstrate commencement or completion of procurement activities prior to grant award date and/or can completion of the project in less than 3 years. Proposals submitted with project plans that exceed 3 years will be deemed ineligible for competitive funding and not be rated.

Regional Impact – To meet this evaluation criteria, proposals must present a project that demonstrates regional impact by addressing challenges of multiple jurisdictions (municipal, county, and state) in the scope of work and final deliverable(s); can leverage the work of

regional partners to further the outcomes of its work; and/or can demonstrate how the project advances regional partners' work. Proposals that can achieve several of these objectives and positively impact a broader audience of regional stakeholders would exceed in this criteria.

Aligns with the State's Long-Range Transportation Plan (LRTP) – To meet this evaluation criteria, proposals must identify the LRTP focus area (Rail Plan, Freight Plan, Transportation Asset Management Plan, ITS Architecture, Bike Transportation Plan, and Transit Plan) and the goals (Economy, Livability, Mobility, Resiliency, and Stewardship) the project will achieve. Proposals that can demonstrate multiple goals can be achieved would exceed in this area. Proposals that fail to demonstrate a related connection to the LRTP will receive a rating of not meeting this evaluation criteria.

Benefits Disadvantaged/Economically Disconnected Communities – To meet this evaluation criteria, proposals must demonstrate tangible benefits of the project to disadvantaged/economically disconnected communities as defined by ON TO 2050. Proposals that exceed under this criteria demonstrate a greater lens of equity and areas positively impacted by the project.

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